



KASAGANA-KA
Mutual Benefit Association, Inc.

KASAGANA-KA Mutual Benefit Association, Inc.
Risk Management Committee Meeting
27 February 2020

<p>Present</p> <p>Board Committee Members</p> <ol style="list-style-type: none"> 1. Jenifer L. Abao 2. Rita T. dela Cruz 3. Alma D. Gilbaliga 4. Celesty S. Fabila 5. Josephine P. Abugan <p>Also Present:</p> <ol style="list-style-type: none"> 6. Silvida R. Antiquera 	<ul style="list-style-type: none"> - Chairperson - Committee Member - Committee Member - Committee Member - Committee Member
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Topic	Discussion
Call to Order	The meeting started at 1:30 pm with a prayer.
Review of the Previous Minutes	The Committee reviewed the minutes of the previous meeting. It being subject to prior perusal, the committee unanimously approved the minutes.
Review of the KMBA's Risk Indicator	<p>GM Salve presented to the Committee members the KMBA Risk Management Manual.</p> <p>The Risk Management Manual provides for the risk management strategies of KMBA, designation of a Risk Officer, and the roles of the Risk Management Committee in conducting risk management assessment of the association.</p> <p>Forms and compliances were comprehensively explained, including the quarterly risk management reporting of management to Risk Management Committee. The members of the Committee were given a copy the manual for review and familiarization.</p> <p>There having no questions, the Committee members approved the Risk Management Manual subject to the ratification of the Board of Trustees.</p>



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<p>Presentation of KMBA's Business Continuity Plan and Call Tree Diagram</p> <p>Appointment of Chief Risk Officer</p>	<p>GM Salve also presented the Business Continuity Plan of KMBA, which will be very helpful for the organization's preparation for the pandemic caused by COVID-19. The Business Continuity Plan highlights the key processes of the organization and alternative work schedule for manpower.</p> <p>GM Salve also showed the Call Tree Diagram of the association which established the structure of calling each personnel to check on their condition during an emergency.</p> <p>Chairperson Jenifer proposed the committee member to consider the appointment of General Manager Silvida R. Antiquera as the Chief Risk Officer since she also serve as the Compliance Officer of the association. The risk committee member agreed and note that it will be a great help in monitoring the overall risk management of the association. The proposal on the appointment of Chief Risk Officer will be presented at the next board meeting for approval.</p>
<p>Adjournment</p>	<p>There being no other matter to discuss, the meeting ended at 3:15 pm.</p>